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## *Welcome To Rap A Tap*

This packet is filled with information about our studio and the 2025-2026 dance season. If you have any questions please speak to one of our staff members.

Check your email. Throughout the season we conduct most of our communication through email so check it regularly and look out for our monthly newsletter.

**Please only bring water and dry Non-Peanut snacks to class!** We have students with severe peanut allergies. Your courtesy is greatly appreciated.

We request that you arrive at the studio with adequate time to prepare for class, parking, changing, using the restroom, etc. Parents, for your children's safety, please be available to receive young students when dismissed from class. We do not let them walk in the parking lot alone. Please call whenever delayed for the start of class or pickup.

We welcome your comments and suggestions. If any parent/student wishes to meet concerning your individual dance goals, please do not hesitate to ask. We are happy to work with you to ensure that your dance year will be one of pleasure and growth. The entire faculty and staff wish you a fantastic year of dance!

### **Upcoming Holiday Closures**

Spring Break March 30th - April 4th

Memorial Day - May 25th

### **Studio Performances**

Spring Recital: Saturday, June 13th



# Rap A Tap Dress Code

PLEASE NOTE: HAIR MUST BE SECURELY TIED UP FOR ALL DANCE CLASSES. IF YOUR CLASS IS A UNIQUE COMBINATION OF DANCE STYLES NOT LISTED BELOW, PLEASE ASK YOUR TEACHER FOR ATTIRE GUIDELINES.

## Tiny Tots Ballet/Tap & Tiny Twinkles Ballet/Tap/Jazz

- Girls:** Any color leotard and pink tights; ballet skirts are allowed. Pink ballet shoes, black tap shoes.
- Boys:** White solid color T-shirt and black dance pants, shorts or sweatpants. Black leather ballet shoes, black tap shoes.

## Ballet

- Girls: 7yrs-12yrs** Solid colored leotard, pink tights and pink ballet slippers – split sole preferred. Ballet skirts are permitted.
- Girls Teen/Adult:** Any primarily solid color leotard, pink/tan tights and pink split sole ballet slippers. Dance shorts or ballet skirts are permitted.
- Boys/Men:** Black or white solid color T-shirt and black ballet slippers. Black tights, dance pants or shorts.

NO BARE LEGS

## Jazz/Contemporary/Musical Theater

- All Girls:** Any color leotard and tights or tight fitting top and jazz pants or dance shorts. Black/tan leather split sole jazz shoes. Lyrical sandals or bare feet ok for contemporary.
- Boys/Men:** Black or white solid color T-shirt and dance pants, sweatpants or shorts. Black leather jazz shoes or bare feet for contemporary.

NO BARE MIDRIFFS

## Tiny Tots Hip Hop/Jazz & Youth-Teen Hip Hop

- All:** Athletic wear (leggings/shorts/t-shirt) and tennis shoes or jazz shoes. NO Jeans or bare midriffs.

## Tap

- All:** Athletic wear and black lace-up tap shoes. NO jeans or long pants that go past the ankle.

## Acro

- All:** Leotard and dance shorts/leggings, or unitard. Bare feet. NO baggy shirts.

Discount Dance Supply Studio Code: 112436

Help us earn points every time you order



## *Payment Instructions*

All payments are due on the first of each calendar month. You can log into your Parent Portal and check your transaction history at any time. **Statements will be e-mailed for overdue balances only.**

Students are automatically enrolled in our Automated Payment System. Tuition will automatically be charged on the first of the month for all participating students. If you would like to submit manual payments instead, please notify the front desk. Students on our performance teams are required to be on auto pay. All families who are not on auto pay will be responsible for making their tuition payments through card, cash, or check on the **1<sup>st</sup> of each month**. Any tuition payments not received by the 5<sup>th</sup> of the month will be considered late and will receive an additional **\$20.00 late fee**. If you make a payment late, please include your late fee or you will be billed. Any student with an overdue balance of more than 30 days will not be allowed to participate in class until payment in full is received. Any returned checks will receive a **\$15.00 returned check fee**.

Our students are in our database alphabetically by their last name. Some of our students have different last names from parents and/or grandparents who are paying for dance expenses. In order for us to properly credit your account, the following details will be important for us to know each time you make a payment.

When making a payment by check, please include the following information in the memo of your check. Receipts available upon request.

1. Student(s)' First & Last Name. (Very important!!)
2. Detail what you are paying for:
  - Monthly Tuition (State the month)
  - Dance Supplies (Shoes, Leotard etc.)
  - Costume
  - Tickets (*Etc...*)

## *Class Make Up Policy*

Please make up any missed class within **one month** of your absence date. No credit will be given for missed classes. Going somewhere? We allow students to put their account on hold for up to one month. During this time your account will not be charged tuition, and your student's spot in the class will still be saved. If any changes need to occur at the completion of the one month please let us know as soon as possible. If you change, add or delete a class or have any questions concerning the monthly charge, please contact the front desk at 858-256-0749.

## *Studio Information*

Dance classes run the entire school year, from August 18th – June 28th. Summer camps run from July – August. Classes typically meet 4 times per month with an occasional 5<sup>th</sup> class meeting. The calendar in each month will vary depending upon which day you have your class. We do not provide credits or discounts for single-day holiday closures, because we do not charge extra for months when a student's class meets 5 days in a month. It balances out!

Rap A Tap offers recreational classes as well as two pre-professional dance teams. Whether you are looking for recreational dance or a professional track program, Rap A Tap has something for everyone. We specialize in Tap, Jazz, Hip Hop, Ballet, Musical Theater, Contemporary, and Acro. In our weekly classes, students will learn dance technique, terminology, choreography, and performance skills. Each class is 45 min. – 1.25 hour depending on the class level. This learning experience will culminate in a recital performance that is held twice every year. All students will have the opportunity to perform in the Holiday Show and Spring Concert with their class.

## *Registration Fees*

Registration fees are due when a student enrolls in 1 or more classes and must be renewed annually in August. This fee is \$25.00 for the first student in a family. It is then \$15 for the 2<sup>nd</sup> sibling and \$10 for each additional sibling.

## *Cancellation Policy*

If for any reason you decide to discontinue your classes, you must provide Rap A Tap with a written or emailed cancellation request no later than one week prior to your next payment date. Payment dates are on the 1<sup>st</sup> of each month. Letting us know in time will ensure that we have time to process your request and stop any automated payments.

If payment has already been received and a cancellation is requested, Rap A Tap will process a credit towards your account for the amount paid. Please note that there are no refunds for late cancellation requests.

If you have any questions about your account and payments, please do not hesitate to ask. Thank you for your anticipated cooperation!



# Rap A Tap Center For The Arts

## Code of Ethics

Rap A Tap Center For The Arts is a place where every person can enjoy dance. From the young child to the seasoned adult, dance is a great activity that can be experienced at any stage of life. It is our strong belief that dance can transcend all. We want to train great dancers, but most importantly, we want to train good human beings, who will have a confidence, and a humbleness about them that can be attributed to the atmosphere and the attitude we create with the students in our program.

### Rap A Tap Center For The Arts Mission Statement

**The mission of Rap A Tap Center For the Arts is to teach and inspire excellence in artistry and creativity and foster an appreciation for dance in all of our students.**

### Values

***Integrity*** - To conduct oneself with integrity through honesty, courtesy, respect, and consideration for your fellow dance members and faculty. This includes a willingness to be held accountable for the manner in which you participate in all Rap A Tap activities.

***Leadership*** - To be given the privilege of setting an example and being an inspiration to other students in our studio and other youth in our community.

***Responsibility*** - To adhere to the policies and procedures of the studio and all performance teams, to comply with the schedule and requests of the faculty, and to be a person that others can count on.

***Professionalism*** - To respect the dance profession and uphold our values and standards of conduct in a way that characterizes the highest qualities of dance professionals. This includes respecting your teachers; supporting and encouraging fellow students; not gossiping, but instead voicing concerns to the director; and recognizing yourself as a role model at all times.

***Character*** - To be a person who represents personal integrity, leadership, responsibility and professionalism in classes, in outside activities and events, and in all interactions with peers and authority figures.